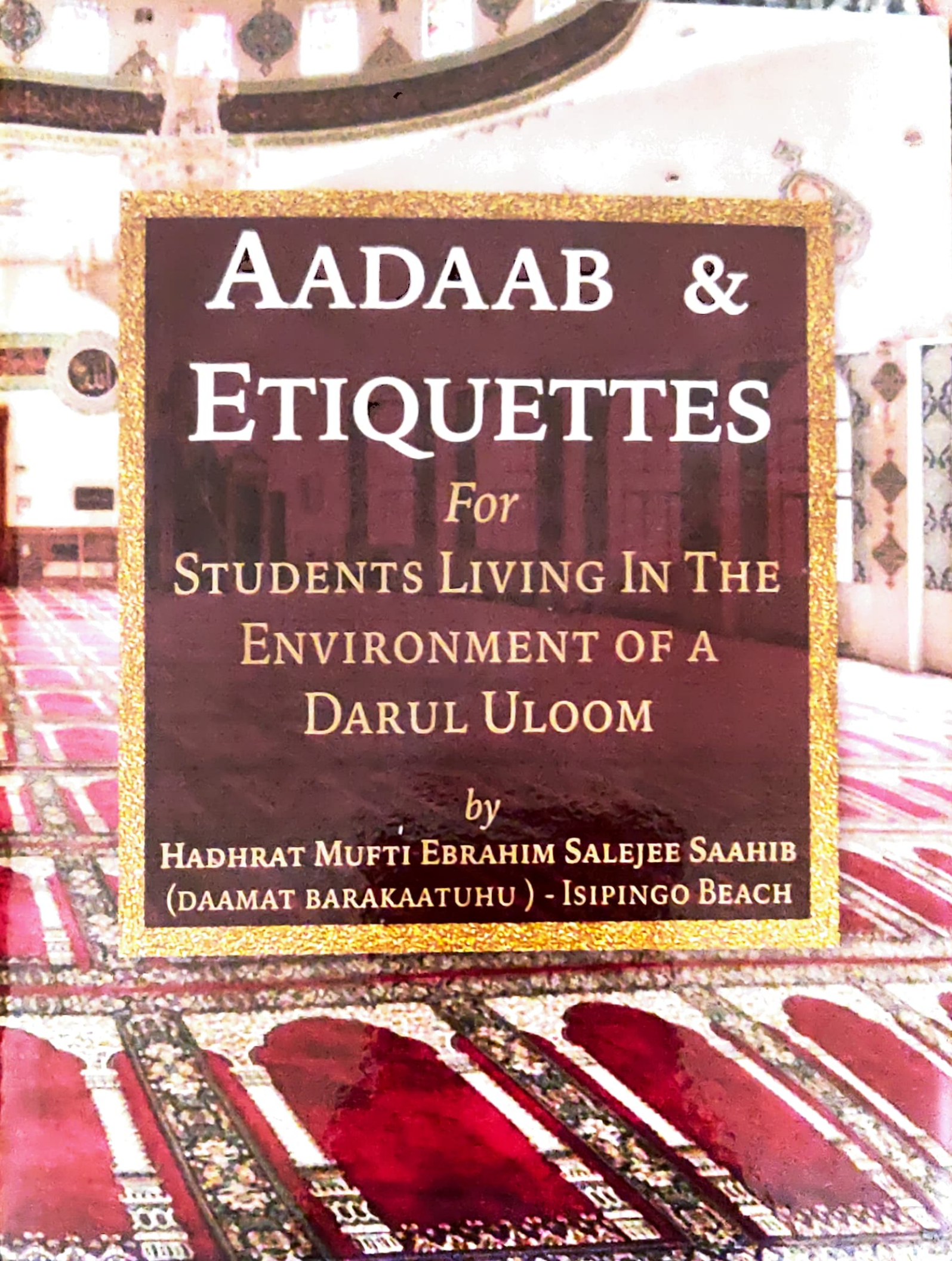

AADAAB & ETIQUETTES

For

STUDENTS LIVING IN THE ENVIRONMENT OF A DARUL ULOOM

by

HADHRAT MUFTI EBRAHIM SALEJEE SAAHIB
(DAAMAT BARAKAATUHU) - ISIPINGO BEACH

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Isipingo Beach

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Permission is granted for reprinting this booklet without any alterations. A humble appeal is made to the readers to offer suggestions/corrections to improve the quality of this publication. May Allah Ta'ala reward you for this.

The author, translators, editors and typesetters humbly request your duas for them, their parents, families, Asaatiza and Mashaaikh.

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Introduction

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِيْمِ

The beauty and acceptance of a student of Deen is based on the level of adab he portrays. Every student must display adab in everything he says or does.

Rasulullah ﷺ stressed the lesson of adab and respect upon the Sahaabah *(radiyallahu anhum)* for every possible occasion. A Hadith clearly proclaims: "He who does not respect the elders amongst us and is not merciful to the young, is not one of us."

Another Hadith states: "Verily a sign to show one's respect for Allah Ta'ala is to respect a Muslim of advanced age, to respect a Haafiz of the Qur-aan

who does not exceed its bounds nor does he disregard the Qur-aan and to respect a just ruler."

In the environment of a Darul Uloom, a student has to portray a very high level of adab and respect in everything he does. This little booklet highlights broad guidelines of how a student should behave in the Madrasah and the respect that he should have for the Masjid, the kitaabs, the Asaatizah, his fellow students, etc. Many a times acceptance from Allah Ta'ala comes due to the adab that a student shows. He may not be the most intelligent or the most outstanding in the class, but if he has adab in him he will score exceptionally in dunya and aakhirat. On the other hand, if he has only knowledge with no adab, this may become a means of pride and arrogance developing within him.

An Arabic saying aptly describes the importance of adab in the life of a person:

"An orphan is not one who has no parents; Verily an orphan is one who is deprived of knowledge and adab (respect/etiquette)."

There is a famous Urdu saying that goes:

باادب بانصیب بےادب بے نصیب

One who has respect is a fortunate person and the one that has no respect is indeed unfortunate.

Experience has proven that in any field of life, only those have excelled who were respectful to their teachers and seniors. Experience has also repeatedly proven that those who were devoid of respect, despite having extraordinary ability and potential, were largely unsuccessful. Hadhrat Imaam Abu Hanifa *(rahmatullahi alayh)*, who was endowed with an unimaginable sense of respect, states: "I never

stretched my legs in the direction of the house of my Ustaaz, Imaam Hammaad *(rahmatullahi alayh)* out of respect for him, though there were seven roads between my house and his." (i.e. his house was seven blocks away).

This little booklet is a compilation of some valuable advices given by our beloved Ustaaz, Hadhrat Mufti Ebrahim Salejee Saahib *(daamat barakaatuhu)*.

May Allah Ta'ala accept it and make it a means of instilling adab and respect into our lives. *Aameen*.

Zul Hijjah 1440
August 2019

Etiquette 1

Staying Away from that which is Impermissible

Protecting One's Eyes

1. Don't look at women and young girls.
2. Don't look at handsome lads. Avoid them completely. Don't sit with them, study with them, ask them questions or make mutala'ah with them.
3. Don't look at pictures on the TV, phone, newspapers, magazines, etc.
4. Don't look at or follow sports. You will lose your valuable time, your money and your respect.
5. Don't look at expensive and attractive things that you do not own or cannot afford. E.g. other

students' watches, jackets, clothing, food, etc. Your mind will get occupied in these things and you will not be at ease until you acquire it. You will not be able to concentrate on your work. Your Deen and dunya will get affected. If you want a watch and you cannot afford it, you may end up borrowing the money or even taking a haraam loan on interest to get it. In order to achieve this, you will have to overwork to service this loan and the extra stress that you get from overworking will be passed on to your wife, children, or colleagues. It will also affect your health. Train yourself not to look at these things even if it is permissible. If you are content and happy with whatever you have, you will become a good son, friend, husband or father and you will always be at ease.

6. Stay away from bad company. Remember you are the company you keep.

Incident of Hadhrat Moulana Rasheed Ahmad Gangohi *(rahmatullahi alayh)*:

When Hadhrat Moulana Rasheed Ahmad Gangohi (rahmatullahi alayh) was studying in Delhi, he would take a shortcut through the fields and proceed to the Madrasah. He would not take the normal route through the bazaar. The reason for this was to avoid any temptation that may distract him from his studies.

We learn from this incident that we should avoid any situation that will distract us from our studies.

Protecting One's Ears

1. Don't listen to music, gheebat, girls' voices and useless talk.
2. Don't listen to such news that doesn't concern you.

Protecting One's Tongue

1. Don't speak lies.
2. Don't speak half-truths or mention statements that are unsubstantiated.
3. Don't spur on problems or incite people. [In life, one must learn to worry about oneself. Don't take sides].
4. Don't narrate information that is not suitable for public consumption.
5. Don't make *gheebat* (backbite) or *buhtaan* (slander).

6. Don't narrate information that will mislead others.
7. Don't speak impolitely and aggressively.
8. Don't use incorrect and vulgar language.
9. Don't praise yourself and don't desire the praises of others. [Many people feel hurt when their contemporaries are praised]

Etiquette 2

The Classroom

1. Students must form the habit of meeting all the Asaatizah when they arrive at Madrasah after the holidays. They should do the same when they go home. Meet all the elders in the family, neighbours, etc. Greet them warmly with salaam and a smile.
2. Come prepared to class: i.e. go to the toilet and make wudhu before coming to class and bring along some drinking water into the class so that you do not have to unnecessarily leave the class for these natural needs.

Note: *It is inappropriate to drink water in the presence of an Ustaaz, so you should rather drink*

when he leaves the classroom, before the next Ustaaz comes in.

3. Have all your kitaabs and stationery with you.
4. Don't inconvenience your classmates due to body odour. Bath regularly especially in the summer months. Thoroughly wash those areas that are more prone to odours, such as under the arms, private areas, etc.
5. Don't eat in the classroom.
6. Don't talk in the classroom. It is highly disrespectful to talk or whisper to someone while the lesson is in progress.
7. When the Ustaaz is talking, maintain eye contact with him or keep yourself busy by taking notes of what he is saying. Do not daydream in the class.
8. Do not look around the classroom and shift your focus away from the Ustaaz or from your work.

9. Speak in a soft but audible tone to your elders. Don't speak loudly, impolitely and aggressively.
10. If you made a mistake, admit it. Don't try to cover up your faults. Hadhrat Moulana Thanwi *(rahmatullahi alayh)* says the biggest problem with the Ulama is that they do not admit their mistakes and they try to make excuses for themselves.
11. Keep the area around you spotlessly clean. If there are any papers around you, pick them up and dispose of them into the bin.
12. Don't make the classroom into a bedroom, i.e. do not bring pillows and blankets into the class.
13. Keep all your necessary stationery with you. If you do not have extra stationery, don't lend the little that you have to others as this may put you through inconvenience when you need it.

14. Don't lend books in a hurry to others. You may end up in a problem when you need those books.
15. If you came late to Madrasah, don't sneak into the mutala'ah room or classroom. Go and explain your situation to the Ustaaz in charge. He will respect your honesty and truth.
16. If you do not understand any ibaarat, ask the Ustaaz or another student. Mark the area that you are unsure of and do not go to sleep until you understand every ibaarat of your sabaq.
17. Keep a notebook where you can write down anything new that you have learnt. E.g. a new law or usool or a new incident. Keep on referring to this book. It will help in keeping your knowledge fresh.
18. Don't keep your books anywhere and everywhere in the Madrasah. Keep all your kitaabs in their designated place.

19. If you borrow any book from the library, return it when you are finished with it.
20. Keep your kitaabs in the correct sequence. I.e. the Qur-aan Shareef right on the top, then the books of Hadith and then the other books. The adab of the kitaabs will bring barkat in your ilm while disrespect will result in deprivation.
21. Allamah Anwar Shah Kashmiri (rahmatullahi alayh) who was known in Deoband to be a walking library once mentioned with regards to showing adab and respect to Deeni Kitaabs:

حضرت شاہ صاحب رحمہ اللہ فرماتے ہیں کہ: "ہوش سنبھالنے کے بعد سے اب تک کبھی دینیات کی کتاب کا مطالعہ میں نے بے وضو نہیں کیا"۔

ادب سراسر دین ہے، ادب چراغ مبین ہے، ادب رضاء رب العالمین ہے، ادب ہے تو دین ہے، ادب نہیں تو کچھ نہیں، ادب سارے کا سارا راہ حق بلکہ یہ ایک مثال مشہور ہے کہ کوئی بے ادب خدا تعالی تک نہیں پہنچ سکتا۔

"From the time I reached the age of understanding till today, I have never read a Deeni Kitaab without wudhu".

Adab is in actual fact Deen. Adab is a lantern of light. Adab pleases Allah Ta'ala. Whomsoever possesses adab has Deen and who does not have adab, has nothing. Adab in its totality is the road towards the truth. There is a famous saying that goes, "A person without adab cannot reach Allah Ta'ala."

Etiquette 3

The Boarding

1. Don't inconvenience anyone at any time. e.g. switching on the light when others are sleeping, or by speaking in a loud tone when others are resting, etc.
2. Don't talk such things that will annoy others.
3. Preferably don't lend money to other students. If they don't pay you back, it may lead to a fight.
4. Be responsible for all your personal things, e.g. jacket, clothes, bedding, shoes, bag, etc.
5. Don't keep valuable items with you. Leave it in the office.
6. Don't get caught up in extra conversations especially after the morning classes and after Esha. You need to have a rest at that time to be

fresh for the next session otherwise you may not wake up in time for Fajar and Zuhr.

7. If any student is misbehaving in the room and you cannot correct his behaviour, and what he is engaged in is a serious matter, then bring it to the attention of the Ustaaz in charge.
8. Don't keep your personal things lying around. Keep everything in its proper place, e.g. keep your bag under the bed, your clothes in the locker, your shoes neatly in its place, etc.
9. Don't keep dirty clothes hanging all around on windows and doors.
10. Don't keep dirty clothes soaked in buckets in the wudhu khana areas.
11. If you feel you are going to end up in an argument with someone, move away respectfully. Don't get into any fights.
12. Avoid anything that will instigate a fight or a problem.

13. Everyday try and do at least 5 acts of ikraam for other students whether in the room, classroom, kitchen, masjid or ablution area.
14. Don't become too close to any of the Madrasah workers. Respect them and be cordial. Don't lend money to them.
15. Don't talk anything controversial or get into debates in the rooms or classrooms. Refer these matters to your Asaatizah.
16. Make your bed every time you wake up.
17. Don't barge into any conversation. First listen and if you get a chance you may also contribute to the talk.
18. Don't use any person's belongings without his permission.
19. If you do get permission to use the belongings of others, then return them immediately after use, directly to the owners. Do not merely keep

it on the owner's bed or desk. It could go missing and you will be responsible.

20. If you find any item that doesn't belong to you and you cannot find the rightful owner, hand it in to the office immediately.
21. Don't beg and borrow anything from anyone.
22. Don't enter someone else's room.
23. When going home in the weekends, don't give other students a lift without first mentioning it to the Ustaaz in charge.
24. Don't leave the Madrasah premises without permission.
25. Try to stay for at least 40 days consecutively in the Madrasah without going home or elsewhere.
26. Totally refrain from discussing anything about sins or vices, such as movies, music, etc. If you had ever fallen into some wrong in the past, NEVER discuss it with others. Make *tawbah* and

move on. Remember that to expose a sin (by talking about it) is also a sin. Such discussions sometimes lead others to sin. Thus you would have become the means and will also be taken to task for his sin.

27. Do not discuss anything that will distract you or others from your purpose of studying Deen, such as sports, fancy cars, politics, etc. Even such Deeni discussions which could become a distraction should be avoided, e.g. discussing about scholars from overseas having programs in a certain area or a particular Qaari will be visiting, etc.
28. Do not make comments about Ulama or Deeni organisations.
29. If an urgent need arises to go to another room, then first seek permission. Knock gently, make salaam and clearly state who you are. Do not say "IT'S ME!" Leave immediately upon

completing the need. Do not sit around or engage in idle talk.

30. Don't peep into other rooms or into others' belongings.
31. Take care of and look after everything related to the Madrasah, as these are all Amaanat. e.g. the doors, windows, gates, taps, door handles, do not write on the desks or toilet doors, etc.
32. When opening or closing the doors and windows, then do so gently. Don't bang them.
33. Abide by all the rules and regulations of the Madrasah.

Etiquette 4

The Masjid

1. Come at least 10-15 minutes early to the masjid.
2. If you wish to get a place in the first saff, don't come late to the masjid and then push your way to the front of the masjid. This inconveniences others.
3. If there is a small space in the front saff and you cannot fit into that space, don't squeeze yourself into the saff.
4. When your parents, siblings, elders or anyone in charge comes to wake you up for Fajar and Zuhr Salaah, wake up on the first round. Don't wait for him to come back on the second round to wake you up. In this way you will be early for your salaah.

5. On Friday mornings, the Aalim students should spend at least 45 minutes in the masjid before going to the rooms.
6. Go to the masjid with dignity and respect. Do not run.
7. Ensure there is no odour on your body or clothes before entering the masjid.
8. Place your shoes in the rack neatly.
9. Enter with the right foot.
10. Recite Durood Shareef and the masnoon duas.
11. Make the niyyat for I'tikaaf.
12. Make salaam audibly with a smile if those in the masjid are not engaged in namaaz, etc.
13. Perform two rakaats tahiyyatul masjid as soon as you enter, provided it is not a makrooh time for salaah.
14. Occupy the front saffs. Do not sit in the back if there is place in the front.
15. Do not lean against the walls or pillars.

16. Whilst in the masjid, engage in Salaah, tilaawat, zikr, etc. Refrain from any worldly or futile talk in the masjid.
17. As far as possible don't talk to your friends and colleagues in the masjid, even if it is a Deeni discussion, especially when people have gathered for Salaah, or for a program or whilst the azaan is being called.
18. Do not argue or fight in the masjid.
19. Do not talk loudly or even recite loudly whereby others around may be disturbed.
20. Avoid any type of play and amusement inside the masjid.
21. After the fardh salaah, try not to move backward to read your sunnats. Either stay in your place or move one saff forward.
22. Keep the masjid clean at all times. If you notice any dirt in or around the masjid, pick it up.
23. Develop a love and attachment for the masjid.

24. Leave the masjid with the left foot. When leaving, leave quietly.
25. Recite durood shareef and the masnoon duas.

Etiquette 5

The Dining Hall

1. Make a point of practicing all the sunnats and aadaab of eating.
2. Don't make a noise in the dining hall.
3. Dish out less food. Don't dish out so much that food is then wasted. To waste food is a serious matter and could lead to becoming deprived of the bounties of Allah Ta'ala.
4. After eating, pick up your plate and wash it.
5. Do not jump or cut the line. This leads to fights and inconveniences others. Wait for your turn.
6. Do not leave any food particles on the dastarkhan. Clean it up before you wake up to leave.

Etiquette 6

Eating

1. Ensure that whatever you consume is Halaal. Refrain from doubtful food or food from doubtful places.
2. Eat with the correct intention of gaining strength to engage in good deeds.
3. Do not eat to your stomach's fill. Eat until you still have place for a few more morsels.
4. Do not eat on the road, in the market places or any other public place.
5. If you have consumed something which has a bad odour e.g. garlic, onions, etc. then ensure that you remove that odour from your mouth, hands, etc. especially when coming to the Masjid and when performing Salaah.

6. Share your food with others. Do not consume something special in front of those who do not have or cannot afford what you are eating.
7. Be content with whatever simple food you have. Do not impose on others directly or indirectly to share their food with you. Remember that there are millions who have nothing to eat at all and are starving.
8. Wash your hands before eating.
9. Lay down a Dastarkhan to eat on.
10. Remove your shoes whilst eating.
11. Sit with humility in the correct posture.
12. Sitting on the floor is Sunnah.
13. Recite BISMILLAH and the masnoon duas before eating.
14. Never find fault with the food.
15. Eat and drink with the right hand.
16. Eat with three fingers.
17. Take small morsels of food.

18. Eat from in front of you. Do not move your hand and take from all around the plate or tray, except if there is more than one variety.
19. Do not eat from the centre.
20. Chew your food thoroughly.
21. If a morsel of food has fallen anywhere out of your plate then pick it up and eat it. Even if it has fallen onto the floor then first clean it and then eat it.
22. Do not speak about nauseating topics on the Dastarkhan.
23. Do not discuss any depressing news on the Dastarkhan e.g. someone passed away, someone is admitted to hospital, so and so has fallen seriously ill, etc.
24. Do not talk such things which will annoy others.
25. Do not talk anything controversial or anything which may lead to a fight or an argument.
26. Do not eat very hot food.

27. Do not eat the centre portion of the bread and waste the crust.
28. Do not lean and eat.
29. Clean your plate after eating by ensuring that no food particles are left behind.
30. If you consumed meat off a bone then ensure that all the meat is removed off the bone before throwing the bone away. Do not merely eat the major part of the meat and waste the rest.
31. Lick your fingers after eating.
32. Be grateful to Allah Ta'ala for having granted you the bounty of food with honour and respect.
33. Recite the masnoon duas after eating.
34. First clear and remove the dastarkhan before moving away from your place of eating.
35. Wash your hands and gargle your mouth after eating.

36. If you are a guest at someone's place then do not ask him whether his food is Halaal.
37. Give preference to others if the food is in limited quantities.
38. Do not do such things whilst eating which will nauseate others. E.g. blowing your nose, coughing or sneezing on the food, etc.
39. If you are offered a variety of edibles in one utensil e.g. Khajoor, sweets, etc. then do not take more than one at a time.
40. Do not stare at someone who is eating.
41. Once you've eaten, then do not unnecessarily sit around the dastarkhan engaging in unnecessary discussions.
42. Do not eat from the chipped side of any utensil.

Etiquette 7

Dressing

1. Remain paak and clean at all times.
2. Keep your hair short and your nails and moustache trimmed. Two length haircuts are not permissible.
3. Each student must dispose of his own hair and nails. Don't leave nails and hair lying around.
4. Don't wear tight fitting clothing.
5. Don't wear multi coloured clothing. Preferably wear white.
6. Don't wear 'designer topees', (e.g. High hats).
7. Don't wear short sleeve kurtas.
8. Don't wear jeans, jammies, shorts, etc. under the kurta.

9. Don't wear clothing that have signs with wrong connotations such as NIKE, PUMA, etc.
10. Keep your buttons closed especially when coming to class and in front of your seniors.
11. Make shukr to Allah Ta'ala for having being blessed with clothing to cover your body.
12. Do not move around the boarding without a topee or kurta unnecessarily.
13. If you have to remove your kurta whilst playing, etc. then do not remove it from the time you leave your room in the boarding. Rather remove it on the field just before playing.
14. Always keep your garments above your ankles.
15. Recite the Masnoon Duas when wearing your clothes.
16. Always begin from the right side e.g. right sleeve, right shoe, etc.
17. Carry your shoes with your left hand.
18. Ensure that your SATR is covered at all times.

Etiquette 8

The Toilet

1. Ensure that your head is covered.
2. Put on some footwear before entering the toilet. Never go barefoot.
3. Don't take any Deeni (or any other) notes or literature into the toilet.
4. Recite the masnoon duas before entering the toilet.
5. Enter with the left foot.
6. Fill the jug with water before relieving yourself, as you may put yourself into difficulty if there is no water.
7. Do not face the Qiblah, nor face the back towards the Qiblah.
8. Do not stand and urinate.

9. Ensure that all waste goes into the toilet pan.
10. While taking care to avoid soiling your clothes, remove your clothing when you are as close to the ground as possible and only to the extent needed. Do not remove your entire lower garment.
11. Do not look at ones stool and urine.
12. Do not wait longer than required in the toilet.
13. Do not engage in any conversation in the toilet.
14. Do not read any literature or make use of the cell phone in the toilet. Don't read or send messages in the toilet.
15. Do not make any verbal zikr in the toilet. If you happen to sneeze then recite Alhamdulillah in your mind.
16. Do not touch or clean your private parts with your right hand. Use your left hand only for this purpose.

17. Do not smoke in the toilet. This causes much inconvenience to others who will use the toilet later. To cause difficulty to a Muslim is sinful and impermissible.
18. Don't write on the toilet doors, walls, jugs, etc. This is damage to Amaanat and is also very childish. People with mental problems do such things.
19. Do not clean or dig your nose and smear the dirt onto the walls, etc.
20. Practice istibra (i.e. ensure all the droplets of urine have exited completely before making wudhu).
21. Relieve yourself in the toilet or any place designated for this purpose. Do not relieve yourself in the showers, bath areas, wudhu khanas or any such place where others will be inconvenienced.

22. Ensure that you flush the toilet after use and wash away any waste or marks that have been left behind.
23. Exit with the right foot.
24. Recite the masnoon duas.
25. Be grateful to Allah Ta'ala for allowing this waste to exit your system.
26. Apart from water, use soap to wash your hands thoroughly after istinjaa.

Etiquette 9

Bathroom

1. Practice on all the sunnats of bathing.
2. Use water conservatively whilst bathing. Don't waste water.
3. Preferably use a bucket to bath.
4. If you are taking a shower:
   a) First rinse the entire body from head to toe. This should take ± 1 minute.
   b) Switch the shower off.
   c) Soap the body—± 1 minute.
   d) Wash off the soap—± 2 minute.

Note: *If you follow this procedure, you should finish bathing in under 7 minutes. Taking longer than this generally means that much more water was used. This is israaf and hence prohibited.*

VERY IMPORTANT *Do not engage in soaping yourself or removing unwanted hair, etc. while the shower is running. This is a serious waste of water and is very sinful.*

5. If it is a fardh bath then ensure that water reaches every part of the body, especially the mouth, inside the nose, the corners of the eyes, inside the navel, etc. No part should be left dry.
6. On Fridays try to have a bath early and get ready for Jumuah. Don't delay having a bath till the last minute as bathrooms generally get busy on Fridays.
7. Don't take too long in the bathroom, especially if it is a common bathroom which others also wish to use.
8. If the water collects on the bathroom floor then postpone the washing of your feet to the end of the bath.

9. Be considerate when using hot water. Do not use so much that those coming after you are inconvenienced by not having enough hot water.
10. Don't mess the bathroom with unwanted hair.
11. Don't engage in talking, singing or any type of conversation in the bathroom. This is makrooh.
12. Don't recite any duas whilst bathing.
13. If you need to have a fardh bath then don't wait till the morning. The bathrooms maybe occupied and you may miss your Fajar Salaah with jamaat.
14. Have your own jug and bucket so that it is easy when you need to bath and you don't have to look around or borrow.
15. Do not use anyone else's bucket or jug without taking permission. If permission is granted, return it promptly to the owner after use.

16. Do not leave any clothes, towels, etc. behind after taking a bath.
17. Do not keep dirty clothes soaked in buckets in the bathroom.
18. Do not relieve yourself in the bathroom.

Etiquette 10

Wudhu & the Wudhu Khana

1. Practice on all the sunnats of wudhu.
2. Make wudhu conservatively. Don't waste water.
3. Ensure that all the limbs of wudhu are washed thoroughly, especially the corners of the eyes, the elbows, the heels and the ankles.
4. Don't sit on the wudhu khana seat and brush your teeth or make miswaak. You may end up taking extra time and inconvenience others.
5. Don't sit with your shoes/sandals at the wudhu khana seats. Shoes/sandals end up getting wet and then mess the entire corridor.
6. If there are mats specifically placed in or around the wudhu khana to walk on barefeet, then don't step on these mats with shoes/sandals.

7. Don't leave miswaaks, toothbrushes, toothpaste tubes, etc. in the wudhu khana. Either keep them on you or in your room in the boarding.
8. Don't keep dirty clothes hanging on windows and doors.
9. Don't keep dirty clothes soaked in buckets in the wudhu khana areas.
10. Don't write on the wudhu khana seats, walls, etc. This is damage to amaanat and is also very childish.

Etiquette 11

The Qur-aan Shareef

1. Always touch the Qur-aan Shareef with wudhu.
2. Hold the Qur-aan Shareef with respect i.e. hold it close to one's chest in the right hand and not below the waist.
3. Keep the Qur-aan Shareef at an elevated place.
4. Never place the Qur-aan Shareef on the floor. Rather it should be kept on a desk.
5. When placing it anywhere then place it in an orderly fashion and not in a haphazard way.
6. Do not stretch your feet towards the Qur-aan Shareef nor place it at such a place towards where people generally stretch their feet.

7. Do not place it near something through which it could be soiled, for example, near food stuff or on a kitchen table.
8. When changing etc. then don't expose your satr before the Qur-aan Shareef. When exposing one's satr then either move away from the Qur-aan Shareef or put the Qur-aan Shareef away with respect.
9. Do not apply spit on one's fingers to aid in turning the pages of the Qur-aan Shareef.
10. When speaking about the Qur-aan Shareef then always attach a title of respect with it, for example say Qur-aan Shareef, Qur-aan-e-Kareem, Qur-aan-e- Majeed etc.

Etiquette 12

Jumuah

1. Prepare for Jumuah from Thursday night.
2. Recite Surah Dukhaan on Thursday night.
3. Recite Durood Shareef in abundance.
4. Anticipate and search for the special moment of acceptance on the day of Jumuah. E.g. the Time between Asr and Maghrib.
5. Recite Surah Kahf.
6. Go early to the masjid.
7. Make it a habit to perform Salaatut Tasbeeh every Friday.
8. Recite Surah Sajdah and Surah Dahr in the Fardh of Fajar on Fridays.
9. Keep aside a better set of clothing for the day of Jumuah.

10. Take a bath.
11. Cleanse your teeth thoroughly with a Miswaak.
12. Remove any unwanted hair in an appropriate manner.
13. Clip your nails and dispose of them correctly.
14. Apply oil.
15. Wear your best set of clothes.
16. Apply an un-offensive itr.
17. Be in the Masjid before the first Azaan. If you are not in the Masjid by this time then immediately upon hearing this Azaan, leave all other work and proceed immediately to the Masjid.
18. If it is possible, go to the Masjid on foot.
19. Keep in mind all the Aadaab pertaining to the Masjid.
20. Do not inconvenience others by climbing over their necks and shoulders in order to get a place

in the front. Seat yourself wherever place is available.

21. If you wish to get a place in the front, come early to the Masjid.
22. Sit close to the Imaam.
23. Sit upright, remain silent and listen attentively to the Khutbah.
24. Don't move anyone from his place so that you can sit there.
25. If there is a small gap between two people, do not inconvenience them by forcing yourself into that small space.
26. Commence the Fardh of Jumuah immediately after the Khutbah. It is Makrooh to delay unnecessarily.
27. Recite the Masnoon Surahs in the Jumuah Salaah.
28. Make the Jumuah Salaah longer than the Khutbah.

29. Read the Sunnats and Nawaafil after the Jumuah Salaah in a different place from the Fardh.
30. Recite Surah Ikhlaas, Surah Falaq and Surah Naas seven times each after the Jumuah Salaah.

Conclusion

If after studying our entire Aalim Course, we learnt this great lesson of adab and respect, indeed we have learnt a lot. But, Allah forbid, if at the end of our studies we have not learnt this important lesson of adab, then unfortunately we have not learnt anything.

May Allah Ta'ala bless us all with adab and respect and save and protect us from *be-adbi* and disrespect. *Aameen.*

و صلى الله تبارك و تعالى على خير خلقه محمد و اله و اصحابه اجمعين